

Employee of the Month Nomination for Cindy Hobbs

I would like to nominate Cindy Hobbs for employee of the month. Cindy is the face of the Finance Department to the rest of the city and to Citizens. She is often the first person to greet vendors, employees or citizens who come to the Finance department seeking assistance or information. She greets them with her cheerful smile and pleasant demeanor and is always eager to assist in providing answers and solutions to their accounts payable, travel, purchasing or other finance needs. She is always prompt and customer service oriented, projecting a professional appearance to all those who visit the finance department.

Cindy is always willing to help and goes the extra mile for anyone who needs it. As an employee she is dedicated and readily volunteers to take on additional responsibilities. She has served several years as the chair of the Employee Assistance Committee or EAC. In this capacity she has coordinated many charitable events, overseen activities such as the annual employee barbeque and provided much appreciated leadership and organization. She always goes the extra mile in each of these responsibilities and personally makes sure they are conducted efficiently and that everyone has a positive experience. She puts her touch of elegance and finesse into everything she does for all of the activities and events that the EAC puts on.

As a citizen of the City she is actively involved in making our city a better place. She annually participates in hosting, organizing and promoting the National Night Out within her neighborhood. She works closely with the Community Relations Department and her neighbors, coordinating food and activities for several hundred of her friends and neighbors.

In her assigned duties, Cindy brings a professional demeanor and high level of technical competence to her job; her knowledge and abilities are regularly requested in providing assistance to others in the department, as well as in other departments. On numerous occasions she has demonstrated a willingness to go the extra mile, putting in extended hours to meet deadlines for preparing City financial reports and meet pressing deadlines.

As a fellow Finance Department employee, I feel that Cindy personifies the qualities of service, dedication and commitment that deserve recognition as employee of the month and am honored to submit this recommendation.

Sincerely,

Dulce Rimarez/Treasury